



Syndicate Subscription Legal Plans

PATERNITY / PARENTAGE **CLIENT INTAKE QUESTIONNAIRE:**

TIME LIMITS ARE STRICT: A signed Voluntary Declaration of Parentage can generally be cancelled only within 60 days, and many paternity challenges must be brought within about 2 years. If you were served by a child support agency or court, respond right away. Do not sign a declaration of parentage if you are unsure — ask about genetic testing first.

CONFIDENTIAL. Establishing paternity (legal parentage) creates rights and duties for custody, visitation, and child support. Disestablishing paternity may end those duties for a person who is not the biological parent, but only within the time limits allowed by state law. If a question does not apply, write "N/A." If unknown, write "Unknown."

NAME OF THE CLIENT:

You are:

☐ Mother / birth parent

☐ Alleged or presumed father / parent

☐ Adult child

☐ Other (grandparent, guardian)

☐ Full Legal Name: _____

Date of Birth: _____ **Syndicate Plan Member ID:** _____

Address: _____

City: _____ County: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Preferred method of contact:

☐ Phone

☐ Text

☐ Email

Is it safe to contact you at the phone and email listed?

☐ Yes ☐ No

PART 1 — WHAT DO YOU NEED?

1.1 Check all that apply:

☐ Establish paternity / parentage

☐ Disestablish paternity (I am not the father)

☐ Arrange genetic (DNA) testing

☐ Respond to agency / court case

☐ Cancel / set aside declaration

☐ Custody / visitation

☐ Child support

☐ Correct the birth certificate

☐ Change the child's name

☐ Assisted reproduction / surrogacy *

** For assisted reproduction or surrogacy, please also complete our Assisted Reproduction Intake Form.*

1.2 In your own words, what is happening? _____



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PART 2 — THE CHILD(REN)

Child's Name	Date of Birth	City / State of Birth	Lives With	Father on Birth Certificate?

2.1 Is the mother currently pregnant? ☐ Yes ☐ No

If yes — due date: _____

PART 3 — THE PARENTS

Information	Mother / Birth Parent	Alleged / Presumed Father
Full name		
Date of birth		
Address / city / state		
Phone		
Has a lawyer?		

3.1 Is there any other person who may be the child's biological father? ☐ Yes ☐ No

If yes — name and contact (if known): _____

PART 4 — RELATIONSHIP AT CONCEPTION & BIRTH

The law may presume a person is a parent based on marriage or on receiving the child into their home and holding the child out as their own.

4.1 Were the parents married to each other at conception or birth? ☐ Yes ☐ No

4.2 Was the mother married to someone else at conception or birth? ☐ Yes ☐ No

If yes — spouse's name: _____

4.3 Did the alleged father live with the child and tell others the child was his? ☐ Yes ☐ No

If yes, explain: _____

4.4 Has the alleged father provided financial support for the child? ☐ Yes ☐ No

4.5 Describe the relationship between the child and the alleged father: _____

PART 5 — DOCUMENTS ALREADY SIGNED OR ENTERED

5.1 Was a Voluntary Declaration (Acknowledgment) of Parentage signed? ☐ Yes ☐ No

If yes — date signed and who signed: _____



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5.2 Does an existing judgment name a father (divorce, support, etc.)? ☐ Yes ☐ No

If yes, explain: _____

5.3 Has the child been adopted? ☐ Yes ☐ No

PART 6 — GENETIC (DNA) TESTING

6.1 Has genetic testing been done? ☐ Yes ☐ No

Date: _____ Lab: _____ Result: _____

6.2 Type of test:

☐ Court / agency-ordered ☐ Private legal test ☐ At-home test

At-home DNA tests are generally not accepted by courts. A legal test with chain-of-custody documentation is usually required.

6.3 Are all parties willing to take a genetic test? ☐ Yes ☐ No

PART 7 — CHILD SUPPORT AGENCY & COURT CASES

7.1 Is there a child support agency case (e.g., DCSS)? ☐ Yes ☐ No

County / agency case no.: _____

7.2 Have you been served with a summons or complaint? ☐ Yes ☐ No

Date served: _____ Response deadline: _____

Court / County	Case Number	Type of Case	Orders Made

7.3 Current child support order: \$ _____ Past-due amount: \$ _____

PART 8 — DISESTABLISHING PATERNITY

8.1 When did you learn you may not be the biological father? _____

How did you learn? _____

8.2 Have you continued to act as the child's father since learning this? ☐ Yes ☐ No

If yes, explain: _____

Courts may refuse to undo paternity if the request is late or if keeping the existing parent-child relationship is in the child's best interest.

8.3 Total child support paid to date: \$ _____



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PART 9 — CUSTODY, SUPPORT & SAFETY

9.1 What do you want once parentage is decided?

☐ Joint custody

☐ Primary custody to me

☐ Visitation schedule

☐ Child support

☐ No contact / supervised visits

☐ Not yet decided

9.2 Has there been domestic violence, or is there a restraining order?

☐ Yes ☐ No

For detailed custody or support issues, please also complete our Child Custody and Child Support Intake Forms.

PART 10 — DOCUMENT CHECKLIST

Please provide copies of the following, if available. Check each item you are including.

☐ Child's birth certificate

☐ Voluntary Declaration of Parentage

☐ Genetic test results

☐ Child support agency papers

☐ Summons / complaint

☐ Existing court orders / judgments

☐ Proof of support paid

☐ Marriage / divorce records

Certification:

I declare that the information provided in this questionnaire is true, correct, and complete to the best of my knowledge. I understand this information is provided to Syndicate Subscription Legal Plans in confidence for the purpose of evaluating my paternity matter.

Signed and dated this ____ day of _____, 20__

Signature: _____

Print Name: _____

Please Print and Email to STEVE@STEVEMUELLERLEGAL.COM, or
save this document as a PDF and email to STEVE@STEVEMUELLERLEGAL.COM,
Your information will be reviewed within one hour.